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| Contact: Jeff StammlerTrey ResearchPhone 6765550190Fax 676 555 0191 | 12345 Main StreetPortland, OR32345Phone 6765550190Fax 6765550191 | **Trey Research** |

**PRESS RELEASE**

Trey Research games enhanced with two new additions: The Games Pack and the CD-ROM Games Edition

The Graphic Art Institute recognizes Trey Research with Seal of Approval and Professional Packaging Award; Jointly Sponsors Game Contest

Portland, OR, September 23, 20XX: When writing a press release, say *who*, *what*, *where*, *when*, *why* and *how* in the first paragraph, if you can. Study your newspaper and notice how deftly most writers work that type of information into the first paragraph of each article. In addition, it is helpful if you remember the following:

* Know your contact’s name, title, telephone, fax and department.
* Mail or fax your release 10 days in advance of the release date.

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